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DDA SUBJECT FILE COPY

DA 89-0385
3 March 1989

MEMORANDUM FOR: Director of Central Intelligence

FROM: Henry P. Mahoney
Acting Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 3 March 1989

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2. OS conducted the first running of the "Construction Techniques Course" for 20 Intelligence Community members. The course provides a basic understanding of building trade technology and how security features may be incorporated into construction design.

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3. On 22 February the Office of Training and Education (OTE) held the first running of its Near East Seminar. Part of an area studies program redesigned to provide area knowledge and expertise that operations officers can use, the seminar offered an overview of Arab history, culture, and religion as well as segments relating to operations.

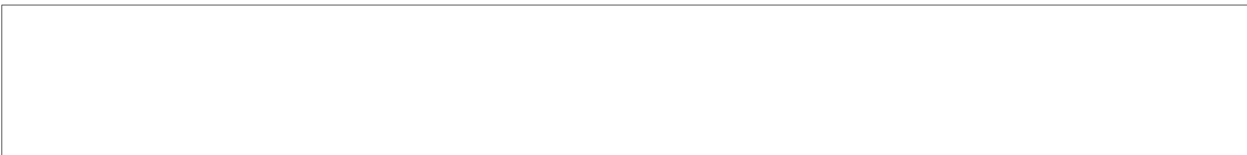
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4. OTE's Secretarial Training and Recognition Program (Project STAR), which provides secretaries opportunities to earn associate degrees through Central Texas College, was launched on 23 February with fairs at several Agency buildings. Four Directorate counselors and the Dean of Central Texas College spoke to some 200 interested employees.

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5. The Office of Personnel reports that recent intensive recruitment activity has netted over 150 professional and technical applications for employment from minorities. OP recruiters targeted the Annual Black Engineer Conference, the University of Maryland Minority Career Day, an Andrews Air Force Base Minority Job Fair, the American GI Forum (a major Hispanic organization), and Clairmont-McKenna College.

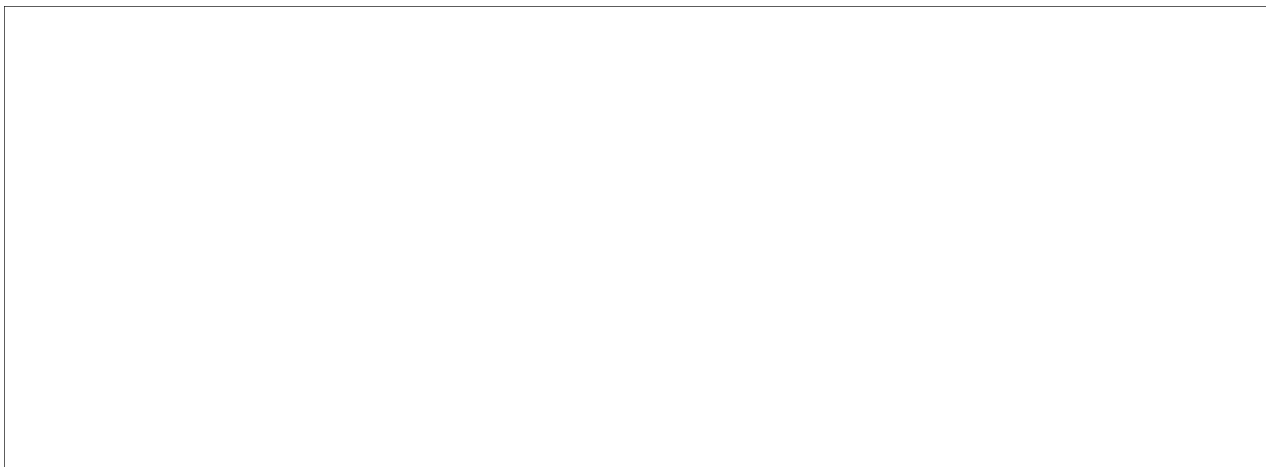
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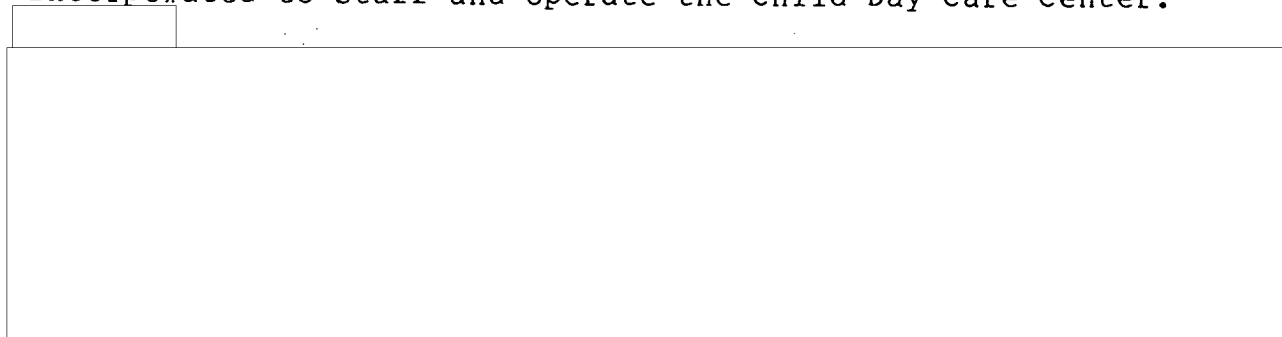
9. The Office of Financial Management received from US Postal authorities an Agency-issued Treasury check that had been stolen in a postal pouch robbery. The check, retrieved from the Potomac River by a fisherman, wound its way through the bureaucracy of both the Treasury Department and the Postal Service before being returned to us. 

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10. The Office of Logistics (OL) reports that the Day Care Center Board of Directors has selected Fried & Sher, Incorporated to staff and operate the Child Day Care Center.

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Henry P. Mahoney

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ORIG: DDA/MS/ [REDACTED] (3 Mar 89) (weeklib)

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